

Executive Committee Meeting Minutes – Thursday, September 16, 2004

Chairman Dwyer called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

Present: Chairman James Dwyer, County Board Supervisors Patricia Haukohl, Walter Kolb, Richard Manke, William Mitchell, Duane Paulson, Duane Stamsta.

Staff Present: Chief of Staff Lee Esler, Legislative Policy Advisor Mark Mader, Legislative Policy Advisor Dave Krahn, Office Services Coordinator Windy Jicha.

Also Present: Director of Public Works Rich Bolte, UW-W Dean Brad Stewart, Building Operations Manager Dennis Cerreta, Engineering Services Manager Gary Evans, Business Manager Betsy Crosswaite, Architectural Engineer Technician Mike Wells, Senior Civil Engineer Kevin Yanny, Building Operations Manager Mark Keckeisen, Budget Specialist Linda Witkowski, Clerk of Courts Carolyn Evenson, Chief of Staff Allison Bussler, Fleet Manager Robert Rauchle, Supervisor Rodell Singert, Correctional Captain Meg Schnabl, Jail Administrator Mike Giese, Judge Michael Bohren, Executive Assistant Meghan Walsh.

PowerPoint Presentation on Public Works Capital Projects

Keckeisen gave a PowerPoint presentation on the Public Works Department capital projects.

Review, Discuss and Consider 2005 – 2009 Capital Projects Plan Relative to the Department of Public Works Projects (Items 1-3, 6-7, 10-27, 40)

#1 Item 11 – Central Fleet Overhead Crane – Bolte and Rauchle presented this project. This project will install a 7.5-ton overhead crane to be used in the repair and maintenance of Waukesha County equipment. The crane will improve the efficiency and safety of shop operations on a daily basis. The crane for the eastside of the shop was included in the original building capital project in 1998 but was removed from the original scope due to budget constraints. The addition of this crane would further supplement the expanding needs of daily maintenance programs and improve workflow throughout the maintenance facility. Current operations require constant shifting of work throughout the facility in order to position equipment for repairs. The crane will be paid for out of fund balance accumulated through payments by outside agencies such as the DNR for repair work. This project is placed in the first year of the capital plan because it was originally proposed in the operational budget but the cost qualifies it as a capital project. No additional staff is needed to operate the crane.

MOTION: Haukohl moved, Mitchell second, to tentatively approve 2005-2009 Capital Project item 11.

Motion carried: 7-0.

Review, Discuss and Consider 2005 – 2009 Capital Projects Plan Relative to the University of Wisconsin – Waukesha (Items 4-5)

Stewart, Cerreta and Bolte were present to discuss these projects.

Item 4 - UW-W Northview Lecture Hall 133 and Classrooms – The classrooms, lecture hall and offices in Northview Hall need to be renovated to allow faculty to use the latest technology and pedagogy. Effective instruction now requires the use of computers, video projection systems, Internet access and more. The original scope of the project included only the lecture hall and adjoining bathrooms. However, the cost estimates for this work exceeded the funds allocated for the project making it necessary to request additional funding to complete the original work. During the budget and concept phase of the project, the architect and campus dean concluded it would be much more cost effective to renovate the badly aging surrounding classrooms and offices now rather than in a future capital project. Since the cost estimates for

a companion project in Northview Hall (#9920/item 5) were lower than anticipated, no additional money is needed from the county to expand the scope of this project.

Item 5 - UWW Lower Northview Hall Refurbishment – This project is similar to item four except the work will take place in Northview Hall's lower level including three biology laboratories and adjoining classrooms and offices and bathrooms. The project will also replace windows, doors and HVAC system with more energy efficient units, which will result in lower operational costs. The UW system has already allocated \$1.2 million to purchase laboratory and multi-media equipment and classroom and office furnishings for this project. During the 2004 budget and concept phase, three work items were added to the scope.

MOTION: Manke moved, Stamsta second, to tentatively approve the 2005 – 2009 Capital Projects Plan Relative to the University of Wisconsin – Waukesha (Items 4-5). **Motion carried:** 7-0.

Review, Discuss and Consider 2005 – 2009 Capital Projects Plan Relative to the Department of Public Works Projects (Items 1-3, 6-7, 10-27, 40)

Item 7 – Courtroom Remodel – Phase II – Bohren, Evenson, Bolte and Cerreta were present to discuss this item. This project is going as planned. This is the final phase of a multi-year sequence of projects to upgrade and improve existing jury and non-jury courtrooms, chambers, jury rooms and associated rooms in the Courthouse. The specific court areas set to receive improvements are courtrooms 121, 263 and 295. Work will include security and ADA accessibility improvements, ceiling and lighting upgrades, electrical improvements, carpet and painting as needed, full heating, ventilation and air conditioning upgrades, and installation of expanded voice and data cabling to include video-conferencing capabilities.

MOTION: Manke moved, Mitchell second to tentatively approve 2005-2009 capital projects plan item 7. **Motion carried:** 7-0.

Review, Discuss and Consider 2005 – 2009 Capital Projects Plan Relative to Justice Related Facilities Projects (Items 8-9)

Item 9 – Justice Facility Project Phase II – Bolte said the cost of this project has increased by \$2 million. Phase II includes demolition of the existing old jail and the construction of a new secure courts building. The present courtroom circulation patterns are not in compliance with Supreme Court standards. The new building will separate public and inmate circulation ensuring public safety and also provide immediate accessibility from the new Phase I Justice Facility into the new secure courts facility. The newest version of this plan will include only shelling in the fourth floor (which includes two criminal courtrooms and related spaces). Not completing the fourth floor will save \$1.3 million at this time.

Mitchell said it make sense to finish the fourth floor of this building. It would be easier and more cost effective to finish this space at this time. Money needed to complete this project now would have to be found. Haukohl said she supports Mitchell's plan to finish the fourth floor right away but she does not want to see a levy increase to fund this plan. She would rather find the money within the capital plan. Kolb said he wouldn't agree with Mitchell's plan until he finds out where the money is coming from.

Manke said it would not be out of line to postpone this project for a few years but he will support the project as it is presented.

Dwyer said he would rather look at doing this during the bidding process or once the demotion is done in 2007. Bolte said this project will come back next year. Once item 8 is done, we will know how much money is left in the contingency fund.

Bohren explained how the court tower program fits into the project. If this project is not completed as originally planned, the buildings will not function in the secure manner as they were planned. Not completing the fourth floor would require many prisoners to be moved through the courthouse which this destroys the secure plan the buildings were set up for and creates larger operating costs due to the increased number of staff needed to transport inmates. The one-time expense for brick and mortar will stabilize and decrease operational costs. The judges want to see the original proposed plan go forward.

Paulson said we could decide on these changes next year. Next year we can find the money elsewhere. He supports the County Executive's plan.

Haukohl said if we vote this down, we go back to the original plan. Bolte said if you reject this project, you go back to the \$14 million budget for the tower that was in the plan last year. That isn't enough money to build this project. Dwyer said if we vote this down, we will be taking \$2 million out of the project.

Esler said he heard there is a tentative plan to put in a corridor from the jail to rooms 121 and 219. This wasn't part of the original plan. This plan to provide corridor access to the courthouse is going to cost more than the current design. Also with this design, we wouldn't have to shell in the fourth floor because we can use the older courtrooms forever. Why would you even need the fourth floor?

Bohren said the bullpen in each courthouse relies on bigger rooms in other parts of the building. With his discussions with Kimme, they never viewed the movement of inmates through the corridor as a solution because it brings dangerous people into the courthouse on a regular basis. The courtrooms in the addition keep the inmate in a secure place. He has drawings of this plan from Kimme. A group of judges met to give their input on this plan.

Esler said he was told at the end of 2005 we would prepare bids for the architect and construction manager to engage them in 2006 and then construct the intake court in 2006 on the first floor of the jail addition. Once the intake court is done in 2006, we could demolish the old prison and start building the new tower. We don't need to move the project forward. What is the timetable for the demolition to occur?

Bolte said demolition will occur as soon as possible once the architect and construction manager are hired. Schnabl said the area would become vacant in October 2005. Bolte said once we have bids out, we could construct the temporary intake court. Dwyer questioned the movement of money for this project throughout the capital plan. Bolte said they have budgeted \$199K to demolish the old jail in 2006.

Mitchell said Bolte mentioned that demolition would be one of the first things completed and then inferred that demolition would take place early in 2006. Bolte said we have learned from the Northview demolition that demolition can be difficult especially when there are asbestos abatement issues. It would be better to get this under way sooner rather than later. We don't have every dollar of this budgeted out. Bolte said we couldn't get a temporary intake court completed until the third quarter of 2006 and be done using it by the third quarter of 2008. It's going to be a long process.

Kolb asked where's the money going to come from? We can deal with this next year if the money is available. Kolb wants to leave this up to the County Executive to do what's best for the budget.

Haukohl said we should change the wording in the project sheet to remove "shelling out the fourth floor" and instead put in that this will be considered next year. Bolte said we would be remiss if we didn't put a bidding package together for the fourth floor.

Stamsta says there's no need to change the wording because this will be reviewed next year.

MOTION: Manke moved, Paulson second, to tentatively approve 2005 – 2009 capital projects item 9. Manke withdrew his motion with the approval of the second.

The committee decided to hold this item over until the October 11 meeting.

Item 8 – Justice Facility Project Phase I – Bolte and Cerreta were present to discuss this project. Bolte said the jail is 43% completed. They anticipate the project to be completed in August 2005.

MOTION: Kolb moved, Mitchell second, to tentatively approve the 2005 – 2009 capital projects item 8.

Motion carried: 7-0.

Review, Discuss and Consider 2005 – 2009 Capital Projects Plan Relative to the Department of Public Works Projects (Items 1-3, 6-7, 10-27, 40)

Bolte and Keckeisen were present to discuss these projects.

Item 1 – Third Floor Courthouse, Fireproofing & Ceilings – Keckeisen said this project is going as planned. Some of the spaces set up for improvement will be taken out of use in the future. We will delay work on these areas until the courts are no longer using them.

Supervisor Manke left the room.

MOTION: Haukohl moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 1.

Motion carried: 6-0.

Item 2 – Courthouse Boiler Replacement – This project is going as planned. The boilers need to be replaced.

MOTION: Haukohl moved, Paulson second, to tentatively approve 2005-2009 capital projects item 2.

Motion carried: 6-0.

Item 3 – HHS Building Air Handling Unit Replacement – Bolte said there has been discussion of replacing the HHS building in 2010 – 2012. Due to this possibility, Bolte recommends doing what we need to the building to keep the customers happy without making huge capital investments. They will identify and repair areas that do not meet minimum code requirements. This project has a changed scope due to a completed analysis of the air-handling units, which revealed larger needs and higher costs than anticipated. The plan is to install air handling units 19, 20 and 24 per project scope and cancel or defer the installation of units 2, 8 and 20.

Supervisor Manke returned to the room.

Haukohl asked why is this project in 2005? Keckeisen said we are changing the scope and notifying the board. There is not change in total costs.

Esler said there's no money in the 2005 capital plan. It is listed to change the scope and notify the board of the change rather than doing so through an ordinance. This will put language in the plan stating the building needs to be replaced in the future.

Stamsta said you can't change the scope of a project this way. It needs to be done in an ordinance. Esler said this is an alternate way of handling this issue. Bolte said we are going to spend money on something not included in the project scope.

MOTION: Paulson moved, Haukohl second, to delete 2005-2009 capital project item 3 and to put the scope changes into an ordinance. **Motion carried:** 7-0.

Item 6 – Courthouse/Administration Center Security – Bolte said this project is on hold until they get Homeland Security funding.

MOTION: Haukohl moved, Kolb second, to tentatively approve 2005-2009 capital projects item 6.
Motion carried: 7-0.

Item 10 – Highway Operations Storage Building – Bolte said a change of scope for this project could possibly include the Sheriff's Department sharing some of the storage space in this building. This change could lead to tearing down the garages at Northview because they would no longer be needed. Bolte said the original intent of this project was for Highway Operations storage only. This plan doesn't include demolition of the Northview garages but maybe in the future they will put more money and language in the budget to demolish the building.

MOTION: Paulson moved, Haukohl second, to tentatively approve 2005-2009 capital projects item 10.
Motion carried: 7-0.

Item 12 – CTH Q, Colgate – STH 175 – Bolte said they are working on purchasing the appropriate right-of-ways needed to complete this project. This road will have four lanes, a median and auxiliary lanes. The area is being quickly developed with houses and retail, which greatly impacts traffic. There is no change in scope on this project.

Esler said the project scope was changed to complete a portion of the road in Washington County. As these projects change, we need to hear what about the changes. The Washington County piece added \$0.3 million to the previous plan.

MOTION: Paulson moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 12.

Supervisor Stamsta left the room.

Motion carried: 6-0.

Supervisor Stamsta returned to the room.

Item 13 – CTH VV, Marcy-Bette Drive – Bolte said construction on this project will take place in 2009.

MOTION: Manke moved, Paulson second, to tentatively approve 2005-2009 capital projects item 13.
Motion carried: 7-0.

Item 14 – CTH Y, I-43-CTH I – The county and other interested parties are working on the design of this project. Evans said this project includes two miles of highway, a bridge and an intersection.

Haukohl asked why do the amounts change? Bolte said they move money around so we can better afford to do projects. They have to decide if they have enough money to do the things that have to be done and if projects can be put off until we can better afford to do them.

Mitchell said the problem with this area is that we have one hour per day of traffic backups. Kolb said the problem has gotten much worse and there are very large traffic backups that need to be addressed.

Mitchell said this is a lot of money for such a short period of heavy traffic. Evans said there is enough traffic on this road to make it into a four-lane highway. When we widen the road to four lanes, we reduce the amount of accidents because it's easier for cars to turn onto the road and into traffic. National Avenue is not being widened at this time.

MOTION: Manke moved, Kolb second, to tentatively approve 2005-2009 capital projects item 14.

Motion carried: 7-0.

Item 15 – CTH X, STH 59 – Harris Highlands – This project will widen the road in the City and Town of Waukesha.

MOTION: Haukohl moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 15.

Motion carried: 7-0.

Item 16 – CTH TT, USH 18 – Northview – This project will widen TT to a four-lane road in conjunction with a City of Waukesha project. The county's long-term goal is to have the state to take over this road.

MOTION: Paulson moved, Haukohl second, to tentatively approve 2005-2009 capital projects item 16.

Motion carried: 7-0.

Item 17 – CTH L, CTH Y to CTH O – Bolte said this project is in downtown Muskego. The project is needed and justified and previously had the support of the local municipality. Now there seems to be “rumblings” from the City of Muskego to take away support of this project. Bolte said if the city doesn't want the project completed, the county will simply repave the road and wait until the city wants the road redone. If the project isn't completed, the money budgeted for it will be transferred to another project. Bolte said the cost of land acquisition almost equals the cost of the work in this project.

MOTION: Manke moved, Kolb second, to tentatively approve 2005-2009 capital projects item 17.

Motion carried: 7-0.

Item 18 – CTH O, CTH I to Hackberry Lane – Evans said the cost of design came in right below the budget and so they added money to the budget in case of change orders. They may need to do more property acquisitions than anticipated in order to make the turning radiuses larger.

MOTION: Stamsta moved, Haukohl second, to tentatively approve 2005-2009 capital projects item 18.

Motion carried: 7-0.

Item 19 – CTH H, Fox River Bridge – Bolte said this project is going as planned. The road will not be widened.

MOTION: Haukohl moved, Paulson second, to tentatively approve 2005-2009 capital projects item 19.

Motion carried: 7-0.

Item 20 – CTH SR, Fox River Bridge – Bolte said we needed to do some repairs on this bridge a few years ago due to failure. The project will replace the bridge. The current supports are too small for the bridge. Some federal aid should come to help defray the cost of this project.

MOTION: Haukohl moved, Paulson second, to tentatively approve 2005-2009 capital projects item 20.

Motion carried: 7-0.

Item 21 – CTH I, CTH ES – CTH O Rehab – Bolte said this project is a two-lane rehabilitation. It isn't a glamorous project but it needs to be done. Evans said this project has a large budget for land acquisitions.

MOTION: Paulson moved, Mitchell second, to tentatively approve 2005-2009 capital projects item 21.

Motion carried: 7-0.

Item 22 – Bridge Aid Program – Bolte said this project is going as planned.

MOTION: Manke moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 22.

Motion carried: 7-0.

Item 23 – Repaving Program 2001 – 2005 – This project is going as planned.

Item 24 – Culvert Replacement Program – This project is going as planned.

MOTION: Manke moved, Paulson second, to tentatively approve 2005-2009 capital projects items 23 and 24. **Motion carried:** 7-0.

Item 25 – Signal/Safety Improvements – Bolte said they use national standards when determining which intersections receive signals.

MOTION: Paulson moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 25. **Motion carried:** 7-0.

Item 26 – Repaving Program 2009-2013 – Bolte this is the annual continuation of this program.

MOTION: Paulson moved, Stamsta second, to tentatively approve 2005-2009 capital projects item 26. **Motion carried:** 7-0.

Item 27 – CTH D, Calhoun to East County Line – Bolte said this is new project widens Cleveland Avenue.

MOTION: Paulson moved, Haukohl second, to tentatively approve 2005-2009 capital projects item 27. **Motion carried:** 7-0.

Item 40 – Computerized Maintenance System – Bolte said this project is going as planned.

MOTION: Haukohl moved, Mitchell second, to tentatively approve 2005-2009 capital projects item 40. **Motion carried:** 7-0.

The committee took a break for lunch. Supervisor Paulson was unable to return after lunch.

Discuss and Consider Resolution 159-R-009: Adopt Positions on the 2004 Wisconsin Counties Association Resolutions

Krahn discussed with the committee the 2004 WCA resolutions. The committee agreed with all recommendations made by the WCA Resolutions Committee except for resolutions 4/5, 6, 7, 14 and 23/24/25. The following motions were made:

MOTION: Haukohl moved, Mitchell second, to adopt WCA resolution 4/5. **Motion carried:** 5-1 (Kolb voted no.)

MOTION: Haukohl moved, Mitchell second, to indefinitely postpone WCA resolution 6. **Motion carried:** 6-0

MOTION: Haukohl moved, Kolb second, to indefinitely postpone WCA resolution 7. **Motion carried:** 6-0.

MOTION: Haukohl moved, Stamsta second, to indefinitely postpone WCA resolution 14. **Motion carried:** 6-0.

MOTION: Stamsta moved, Haukohl second, to adopt WCA resolution 23/24/25. **Motion carried:** 4-2 (Kolb and Mitchell voted no).

MOTION: Haukohl moved, Mitchell second, to approve Resolution 159-R-009. **Motion carried:** 6-0.

Discuss and Consider the Following Appointments:

159-A-016: Appointment of Darryl Judson to the County Zoning Board of Adjustment as an Alternate

159-A-017: Appointment of Raymond Dwyer to the County Zoning Board of Adjustment as an Alternate

MOTION: Manke moved, Stamsta second, to approve Appointments 159-A-016 and 159-A-017. **Motion carried:** 6-0.

Committee Reports by Committee Chairs for the Following Meetings:

September 9, 2004 – Health and Human Services – This meeting was cancelled.

September 10, 2004 – Judiciary and Law Enforcement – Mitchell said the committee reviewed capital projects.

September 7, 2004 – Personnel – Dwyer said the committee reviewed changes to retiree health insurance benefits.

September 7, 2004 – Land Use, Parks and Environment – Kolb said the committee dealt with ordinances.

September 9, 2004 – Public Works – Manke said the committee reviewed capital projects and approved the rubber flooring in the new jail.

September 8, 2004 – Finance – Haukohl said the committee dealt with the following: special assessments, grant sunset positions, status of contingency fund, the retiree health insurance plan, capital projects, the proprietary fund report and the county equalized property values.

Motion to Adjourn

MOTION: Manke moved, Stamsta second, to adjourn the meeting at 2:53 p.m. **Motion carried:** 6-0.

Respectfully submitted,

Walter Kolb
Secretary